ANNUAL QUALITY ASSURANCE REPORT (AQAR)

(2017-18)

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

(An Autonomous Institution of the University Grants Commission)

P. O. Box No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore – 560 072 India

Submitted By

Kanya Mahavidyalaya, Miraj

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Tal. Miraj Dist. Sangli (Maharashtra) 416 410

December, 2018

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The Annual Quality Assurance Report (AQAR) of the IQAC

PART – A

1. Details of the Institution

1.1 Name of the Institution

> Kanya Mahavidyalaya, Miraj Tal.Miraj Dist. Sangli

1.2 Address Line 1

> Post Box. No. 29, Shivaji Raod, Shivaji Nagar, Miraj

Address Line 2

> Tal. Miraj Dist. Sangli 416 410 (Maharashtra)

City/Town

> Miraj

State

> Maharashtra

Pin Code

> 416 410

Institution e-mail address

> kanyamahavidyalayamiraj@gmail.com

Contact Nos.

> 0233/2223347

Name of the Head of the Institution:

> Shri. Raju P. Zhadbuke

Tel. No. with STD Code:

> 0233-2223347

Mobile:

> 9890030606

Name of the IQAC Co-ordinator:

> Mrs. M. U. Deshmukh

Mobile:

> 9423258001

IQAC e-mail address:

> kanyamahavidyalayamiraj@gmail.com

1.3 **NAAC Track ID**

> MHCOGN 11263

1.4 **NAAC Executive Committee No. & Date:**

> EC – 32/257   3rd May 2004

1.5 Website address:

> www.kmmiraj.org

Web-link of the AQAR:

> http://www.kmmiraj.org/img/pdf/Internal%20Quality%20Assurance%20Cell%20Committee.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C +	67	2004	2009

1.7 Date of Establishment of IQAC :   DD/MM/YYYY | 01/07/2002 |

1.8 AQAR for the year *(for example 2010-11)* | 2017-18 |

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR _____ _____ (DD/MM/YYYY)
  ii. AQAR_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

   University   State [√] Central [ ] Deemed [ ] Private [ ]

   Affiliated College   Yes [√] No [ ]

   Constituent College   Yes [ ] No [√]

   Autonomous college of UGC Yes [ ] No [√]

   Regulatory Agency approved Institution Yes [ ] No [√]
   (eg. AICTE, BCI, MCI, PCI, NCI)

   Type of Institution Co-education [ ] Men [ ] Women [√]

             Urban [√] Rural [ ] Tribal [ ]

   Financial Status Grant-in-aid [√] UGC 2(f) [√] UGC 12B [√]

             Grant-in-aid + Self Financing [√] Totally Self-financing [ ]

1.11 Type of Faculty/Programme

Arts [√]   Science [ ]   Commerce [√] Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ]   Health Science [ ]   Management [ ]

Others (Specify) [.   ...]

1.12 Name of the Affiliating University *(for the Colleges)* | Shivaji University, Kolhapur |

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   [No]

University with Potential for Excellence   [No]   UGC-CPE   [No]

DST Star Scheme   [No]   UGC-CE   [No]

UGC-Special Assistance Programme   [Yes]   DST-FIST   [Yes]

UGC-Innovative PG programmes   [Yes]   Any other (*Specify*)   [No]

UGC-COP Programmes   [Yes]

2. IQAC Composition and Activities

2.1 No. of Teachers | 06 |

2.2 No. of Administrative/Technical staff | 02 |

2.3 No. of students | 01 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 01 |

2. 6 No. of any other stakeholder and community representatives | .... |

2.7 No. of Employers/ Industrialists | 01 |

2.8 No. of other External Experts | 01 |

2.9 Total No. of members | 13 |

2.10 No. of IQAC meetings held | 04 |

2.11 No. of meetings with various stakeholders: No. | 07 | Faculty | 03 |

Non-Teaching Staff Students | 02 | Alumni | 02 | Others | .... |

2.12 Has IQAC received any funding from UGC during the year?   Yes [   ]   No . [√]

If yes, mention the amount | ..... |

2.13 Seminars and Conferences (only quality related)

 (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 04 |

International | .... | National | .... | State | .... | Institution Level | 05 |

 (ii) Themes

* Cashless Economy	* Translation Skill and Career Development
* Workshop on 'Earn and Learn' collaboration with Swayamsiddha Foundation, Kolhapur	* Preparation for C.A. & C.S. course

2.14 Significant Activities and contributions made by IQAC

- IQAC designs academic calendar and follows the track and supports the staff to fulfil it.
- IQAC motivates the teachers to organise guest lectures of experts is from different areas.
- IQAC organises training programmes for the staff and students at college level.
- IQAC motivates concerned departments to organise lectures, workshops on women empowerment.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
To organise Lead College activities	Two lead college workshop were organised
To organise workshops and training programmes for college students	Organised two workshops on 'Preparation for C.A. & C.S. course' and 'Earn and Learn' Workshop by Swayamsiddha Foundation.
To organise various guest lectures on different topics	According to our plan we invited distinguished guests to deliver lectures on different topics.
To organise Inter-collegiate Elocution Competition	Successfully organised Intercollegiate Elocution Competitions on 12 February 2018.
To motivate the faculty for research participation in National, International Conferences and Seminars.	Total 15 research papers were presented by faculty. 6 papers published in International, National Peer Reviewed Journal and 9 Non Peer Review Journal.
To organise various Annual Competitions	Successfully organised various Annual Competitions for college students.
To organise college level Annual Sports Competitions	Successfully organised Annual Sports Competitions on dated
To organise Yoga training camp	10 days Yoga Training Camp for our College students was organised in duration of 12th June to 21st June 2017.

Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body   Yes $\boxed{\surd}$ No $\boxed{}$

Management $\boxed{\surd}$ Syndicate $\boxed{}$ Any other body $\boxed{}$

* Provide the details of the action taken

> AQAR of 2017-18 was placed in the Management body of our college. Our Management body sanctioned AQAR of 2017-18. After observing the report of 2017-18 a few suggestions regarding a focus on maximum student's participation of Avishkar research competitions, Skill based programme, improving competitive examination cell, tree plantation and Compost Fertilizer Plant etc. were given to the college. We promised to implement their suggestions for the next academic year.

Part – B
Criterion – I

1. CURRICULAR ASPECTS

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph. D	…	…	…	…
PG	02	…	…	…
UG	07	…	…	…
PG Diploma	…	…	…	…
Advanced Diploma	…	…	…	…
Diploma	…	…	…	…
Certificate	...	…	…	...
Others	…	…	…	…
Total	09	…	…	...

Interdisciplinary	…	…	…	…
Innovative	…	…	…	…

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
     (ii) Pattern of programmes:

Pattern	Number of programmes	
	UG	PG
Semester	07	02
Trimester	…	…
Annual	…	…

1.3 Feedback from stakeholders*   Alumni [õ]   Parents [õ]   Employers [õ]   Students [õ]
   (On all aspects)

   Mode of feedback   :   Online [ ]   Manual [√]   Co-operating schools (for PEI) [ ]

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> Syllabi of all subjects are updated by Shivaji University, Kolhapur, which meets the requirements of students. BOS (Board of Study) members of our teaching staff help to frame the syllabus. Our faculty also participates in various syllabus restructuring workshops conducted by various colleges.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

....

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
18	10	08	0	0

2.2 No. of permanent faculty with Ph.D.

04

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
04	06	…	….	…	…	…	…	04	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

00		10		07

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	01	04	09
Presented papers	04	06	07
Resource Persons	0	01	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- In classroom teaching, we adopt various methods along with lecture method are group discussions, role play, case studies, use of ICT, etc.

- We organize the bank visits, industrial visits, study tours to enhance the practical knowledge of the students.

- We encourage our staff for different training programmes such as refresher courses, orientation programmes, short-term courses, etc.

- Students are also encouraged to participate in various conferences, workshops and seminars.

- The teachers participate in various conferences, seminars and work-shops and also present their research papers and the knowledge is ultimately utilized in teaching-learning process.

2.7   Total No. of actual teaching days
        during this academic year

| 245 |

2.8   Examination/ Evaluation Reforms initiated by
        the Institution (for example: Open Book Examination, Bar Coding,
        Double Valuation, Photocopy, Online Multiple Choice Questions)

| Open Book, Bar Coding |
| Photocopy, Test |

2.9   No. of faculty members involved in curriculum
        restructuring/ revision/syllabus development
        as member of Board of Study/Faculty/Curriculum Development Workshop

| ... | ... | ... |

2.10 Average percentage of attendance of students

| 79.42 % |

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
B. A. III	104	08	32	55	...	91.34
B. Com III	96	15	23	15	...	55.20
M.A. II	22	...	07	09	...	72.72
M. Com II	26	...	03	04	...	26.92

2.12 How does IQAC Contribute/Monitor/Evaluate the teaching & Learning processes:

- IQAC with the help of the staff designs yearly academic plan as well as paper wise syllabus plans are designed and at the end of the term completion reports are submitted.

- IQAC motivates the teachers to organise various academic lectures of experts which helps to enrich students' academic potential.

- CR meeting are held occasionally to get the feedback/suggestions of teaching, learning process.

- At the end of the year feedback forms are taken from the stake holders which help us to improve the academic performers.

- Teachers are encouraged to design value based courses.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	1
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	1
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	06	0	0
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of IQAC in Sensitizing/Promoting Research Climate in the Institution.

1) The college has research committee and Avishkar (Student Research) committee, both committees work under the guidance of IQAC for promotion of research.

2) Four teachers have been doing Ph.D.in their respective subjects.

3) Different workshops for teachers and students are conducted time to time.

4. Students are motivated to participate in Avishkar Research Competition and our student has won 2nd prize at district level and 1st prize at University level.

5. Different workshops for students are conducted under Lead College Scheme.

6. Computer Lab and internet facility is made available for the Research Scholars.

7. Research & Plagiarism Committee is formed at college level.

8. Research survey is conducted by final year students related with their respective syllabus topic for practical knowledge.

9. Mandatory Projects of M. Com. II students are guided time to time.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	02	-
Non-Peer Review Journals	01	07	02
e-Journals	01	-	--
Conference proceedings	01	-	-

3.5 Details on Impact factor of publications:

Range [　]   Average [3]   h-index [　]   Nos. in SCOPUS [　]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects *(other than compulsory by the University)*	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	0

3.7 No. of books published   i) With ISBN No. [1]   Chapters in Edited Books [1]

ii) Without ISBN No. [1]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [3]

(N.S.S./N.C.C. & Sports Dept.)

3.10 Revenue generated through consultancy [-]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	0	0	0	0	0

3.12 No. of faculty served as experts, chairpersons or resource persons | 03 |

3.13 No. of collaborations   International   National   Any other

| 0 | | 0 | | 1 |

3.14 No. of linkages created during this year | 0 |

3.15 Total budget for research for current year in lakhs :

From funding agency | 0 | From Management of University/College | 0 |

Total | 0 |

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions   received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
0	0	0	0	0	0	0

3.18 No. of faculty from the Institution
who are Ph. D. Guides | 1 |
and students registered under them | 4 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 0 |

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | 0 | SRF | 0 | Project Fellows | 1 | Any other | 0 |

3.21 No. of Students Participated in NSS events:

University level | 0 | State level | 0 |

National level | 0 | International level | 0 |

3.22 No. of Students participated in NCC events:

University level	0	State level	05
National level	02	International level	0

3.23 No. of Awards won in NSS:

University level	0	State level	0
National level	0	International level	0

3.24 No. of Awards won in NCC:

University level	0	State level	0
National level	0	International level	0

3.25 No. of Extension activities organized

University forum	0	College forum	20		
NCC	0	NSS	10	Any other	0

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Tree Plantation Programme at adopted village Kanadwadi
- Cleanliness under Swachha Bharat Abhiyan at college Campus
- Lecture on physical health awareness of teen age girls
- Awareness Rally for Voters and street play for enrolment of voter in voting list.
- Awareness Rally on Literacy Day.
- N.S.S. Special Camp at Adopted village – Kanadwadi
- Guest lectures arranged by various departments
- Celebrated Rashtrapita Mahatma Gandhi Jayanti
- Participated in Sadbhavana Rally on 14th January.
- Guest lecture on topic 'A major issue on women trafficking'.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5140 sq. m	…	…	5140 sq. m
Class rooms	13	…	Management	13
Computer Lab	01	00	UGC	01
Seminar Halls/Auditorium	01	…	UGC	01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	...	...	…	...
Value of the equipment purchased during the year (Rs. in Lakhs)	...	...	…	...
Others: 1College Canteen 2. Student Consumer Stores	83.25 Sq. feet 23.94 Sq. feet	...	Management	83.25 Sq. feet 23.94 Sq. feet

4.2 Computerization of administration and library

- College Administration has been fully computerized.

- Notifications gave through e-mails, e-SMS and use of social network

- Annual accounts, financial statements, salaries received from the government, Provident fund, Arrear bills (excel format), Income Tax have been computerized through administrative office

- Latest software has been installed to run the administration in a proper manner. We have installed 'Biyani Software' for office administration.

- List of students appearing for examinations are transferred through MKCL to the Examination Office.

- Tasks executed through internet.

- Examiner selection and Hall Tickets are computerized.

- Online declaration of results by the university queries from students can reach the Controller of Examination Office through Email.

- The central library of our college has also been computerized. Under INFLIBNET. E-journals have been made available.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books Reference Books	15566	21,87,255.00	350	99,594.00	15916	22,86,849.00
e-Books	...	...	...	...	...	...
Journals	43	26,081	43	27,537.00	86	53,618.00
e-Journals		11,500.00		5,900.00		27,400.00
Digital Database	...	...	...	...	...	...
CD & Video	53	Donate	13	Donate	69	Donate
Newspapers	13	19,136.00	…	19,824.00	13	38,960.00
Others (Bound, Vol. Maps, Thesis)	175	…	…	…	175	…

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	34	01	34	01	01	01	05	0
Added	0	0	0	0	0	0	0	0
Total	34	01	34	01	01	01	05	0

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

A computer lab with 27 numbers of computers with internet access is available for teachers and students. A computer lab is upgraded and modified whenever it is necessary.

4.6 Amount spent on maintenance in lakhs :

i) ICT
0.91

ii) Campus Infrastructure and facilities
44.50

iii) Equipments
0.26

iv) Others
0.15

Total :
45.82

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC Creates awareness about student support services rendering information through:

  1. Notice Board
  2. College prospectus
  3. SMS facility
  4. Notice in the classroom
  5. Common announcement through mike system
  6. Postal corresponds
  7. Parents meet
  8. Visit to Students' home
  9. Through Landline/Mobile
  10. Personal Contact

- In the opening of the academic year our college principal and teachers deliver lecture to the First Year Degree students to give information regarding student support services.

- Motivated to participate in sports activities on home ground like Kho-Kho, Kabaddi, Handball, Baseball, Athletics etc.

- Personal guidance on curricular, co-curricular as well as extra-curricular matters was given to students through mentoring.

- IQAC also motivated students to participate in Teachers Day Programme.

5.2 Efforts made by the institution for tracking the progression

- Restructuring of IQAC

- Along with we organised guest lectures for the students.

- We organised student seminar for tracking the progression of students.

- All students' projects were successfully completed under the guidance of concerned teachers.

- In the academic year we organised various competitions such as elocution, debate, quiz competition, Singing etc.

- In order to enrich academic environment, we organised competitive exam tests of our students.

- Meritorious students were given prizes by teaching staff.

- Oral tests of different subjects are conducted to develop the communication skills of the students.

- Encouraging faculty for use of ICT

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (Y.C.M.Open University Study Center)
1018	165	…	789

(b) No. of students outside the state

26

(c) No. of international students

Nil

No	%	
…	…	Men

No	%	
100	%	Women

Programme	Last Year						This Year					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
UG	618	184	01	297	…	1100	617	184	01	297	…	1099
PG	86	22	00	29	...	137	108	22	00	35	...	165

Demand ratio = Nil   Dropout % = 9.6%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Competitive Exam Cell is active and functional in our college. This cell guides our students by organizing guest lectures of various eminent experts.

- Competitive Exam practice test series is organised for the students.

- Books are made available separately in the competitive exam cell for the students and teachers.

- Personal guidance for face to competitive exams.

No. of student's beneficiaries

61

5.5 No. of students qualified in these examinations

NET	0	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	0

5.6 Details of student counselling and career guidance

> Department of Psychology provides counselling for the students and teachers of our college. Issues like stress management, study skills, examination anxiety, goal setting etc. The career guidance is also provided to them.

No. of students benefitted

179

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	0

5.8 Details of gender sensitization programmes

- Functional NCC unit is active in our college. Girl students motivated for the participation in NCC Unit. Total 25 girls participated in NCC unit actively.

- Organised one-day workshop on 'Earn and Learn' by Swayamsiddha Group for students

- We celebrate Women's Day on 08/03/2018.

- Special Guest Lecture of various successful women in various profession and fields were arranged

- Department of psychology was organised open discussion on the topic 'Today's Youth: Challenges and Risks' for all girl students.

- Our students participate in Kho Kho, Handball, Football, Athletics, Chess, taekwondo etc. games at College level

- Active Internal Complaint Solving Committee arranged different activities and programmes for the self-protection of the students

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level [12] National level [0] International level [0]

No. of students participated in cultural events

State/ University level [77] National level [0] International level [0]

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level [2] National level [1] International level [0]

Cultural: State/ University level [1] National level [0] International level [0]

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution (S.A. Fund)	08	12,310
Financial support from government	333	12,59,687.00
Financial support from other sources (Meritorious Awards from institution)	40	19302.00
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level [0] National level [0] International level [0]

Exhibition: State/ University level [0] National level [0] International level [0]

5.12 No. of social initiatives undertaken by the students [01]

5.13 Major grievances of students (if any) redressed: No

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Mission :

We dedicate to the cause of the comprehensive personality of our women students and teach them to the cause of social upliftment by providing them with the excellent in the academic and ethical education.

Goals :

1. Providing students with appropriate academic and moral education that would enable them to encounter successfully the challenges of the modern-millennium.

2. Making students self-confident and economically self-reliant by exposing them to the problems of present socio-economic environment.

3. Inculcating in students the values of gender equality and the scientific attitude that would help them to mould the future generation of the society.

6.2 Does the Institution has a management Information System

Yes, our institution has Management Information System. The Abhinav Shikshan Mandal, Miraj is a management body of this college. Our college principal day to day communicates with the secretary of our management regarding routine work and major decisions.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

As per the statute of Shivaji University, Kolhapur, the curriculum is framed by Board of Studies (BOS) of University. The faculty is involved in curriculum through BOS advisory, LIC and academic committees of Universities. An effective assessment of the current curriculum is done through feedback obtained from faculty, students, subject experts and alumni.

6.3.2 Teaching and Learning

- We have prepared and followed annual teaching plan.

- Faculties are encouraged to update their knowledge by participating and sharing their views in conferences, seminars, short term courses and workshops.

- Conducted industrial visits, Bank visits, study tours etc. and done by various projects by students.

- We organised student seminar, group discussion, open book test, surprize test, project work.

- Every teacher maintains teaching diary.

- Follow mentor – mentee scheme

- We had focus to promote innovative and skill based teaching methodologies.

- Teachers use interactive and direct method with the students while teaching in the classrooms

6.3.3 Examination and Evaluation

- The college has conducted semester examinations as per the directions by Shivaji University, Kolhapur.

- The college has effective mechanisms in place to ensure transparency in examination and evaluation process.

- As per University norms, the college established Central Assessment Programme (CAP) of 1st year degree students.

- We successfully conducted Central Assessment Programme (CAP) of B.A. II & III-year semester examination.

- The college faculty involved in University examinations paper setting, paper assessment, paper moderation time to time.

- The evaluations of PG exam have been done on the basis of credit system.

- For the internal evaluation the college has conducted unit tests, open book test, surprise test etc. The faculty evaluates these papers and student counselling is carried out for academically poor students.

6.3.4 Research and Development

- The management and principal motivate and encourage developing to research among faculty and postgraduate students.

- 04 faculty members have been doing Ph.D. in different subjects.

- The faculty have participated in various conferences, seminars and presented research papers.

- The faculty have published research papers in various reputed ISSN, ISBN International and National Journals.

- Motivate the Postgraduate students to do research project.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- For Development and enrichment of our central library, institute provides fund by purchasing of books, journals, magazines and e-depositary items from college grants.

- Library is computerised. There are 2 computers with internet access. These computers are equipped with software.

- The Reading room facility is made available for all students and faculty.

- Total 15916 text and reference books and 43 journals are made available in Library. Library also provides newspapers, magazines and periodicals.

- The staff and students have access to technology and information retrieval on current and relevant issues.

- The ICT facility is available in the institution for academic and administrative process.

- Total 27 computers made available with internet access in computer lab.

- The physical requirement of the college is taken care by the College Development Committee under the guidance of the Management.

- Consumer Store, Canteen and Parking Facility are available in the college campus.

6.3.6 Human Resource Management

- The college has established statuary and non-statutory committees for academic and administrative purposes. These committees worked under the guidance of principal and assisted by chairman and members of the committee.

- The institute operates feedback mechanism from students, teachers and alumni.

- In the beginning of the academic year principal distributes college level committees and IQAC done by academic calendar.

- All curricular, co-curricular and extracurricular activities have been done under the IQAC.

- Organise alumni meeting and get support and suggestions from them.

- The institute develops student's leadership through NCC, NSS and Sports.

6.3.7 Faculty and Staff Recruitment

- Our regular staffs of teaching and non-teaching is appointed as per the statutes of State Government, UGC and Shivaji University, Kolhapur.

- As per Norms of UGC, Advertisements inviting prescribed applications from eligible candidates are published in leading newspapers, University News and www.unishivaji.ac.in. Then eligible

are applicants called for an interview. In the recruitment process the government rules and procedure is followed strictly.

- Our management appointed 4 regular teaching staff in the academic year 2017-18. Non-teaching staff did not appointed in the academic year 2017-18.

6.3.8 Industry Interaction / Collaboration

- Department of Economics and Vijaya Bank, Miraj
- Shivaji University, Kolhapur

6.3.9 Admission of Students

- The admission process in our college is purely transparent and objective.
- After the declaration of Maharashtra State Board of Higher Education and University result, the college starts admission process.
- The prospectus gives details of eligibility, norms for admission. It is given to the applicants along with the application form.
- The category wise and merit wise admissions are given as per merit list made by committee by following university and state government reservation rules and policies.

6.4 Welfare schemes for

Teaching	• Sometimes flexi-timings provided for medical reasons • Maternity leave is sanctioned for ladies' staff. • Provide registration fees of faculty for attending conferences, workshop and seminars. • Appreciated and felicitated of any achievement.
Non-teaching	• Provided uniforms from college expenses • Non-teaching staff involved extra duties on holiday • Appreciated and felicitated of any achievement.
Students	• Economically poor students are provided a facility to pay their fees in two instalments • Help offered for Students aid fund (S. A. Fund) for economically poor students • Financial help is provided to needy students by teaching staff • Provide computer lab facility with internet facility. • Prize are give to meritorious students by teaching staff • Department of Psychology to provide students counselling and career guidance to enhance their employability.

6.5 Total corpus fund generated

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6.6 Whether annual financial audit has been done   Yes √   No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	Yes
Administrative	No	No	Yes	Yes

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes   No √

For PG Programmes   Yes   No √

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Shivaji University, Kolhapur has introduced online system of question papers. Our college has separate Central Assessment Programme Centre for 1st year examinations. At present University conduct semester pattern for all UG and PG examinations.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

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6.11 Activities and support from the Alumni Association

Our college organise alumni meetings time to time. We invite them for the functions like Prize Distribution, College Annual Gathering etc. It is a good opportunity for us to have an interaction with them. The alumni of our college contribute by providing their expertise. Some alumni are invited as a resource person to deliver a lecture. Some alumni adopted economically poor student for 1 year and provide all necessary educational material.

6.12 Activities and support from the Parent – Teacher Association

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6.13 Development programmes for support staff

- Promoting participate different workshops organised by university and various colleges.

- Promoting teaching faculty for orientation and refreshers.

- Promoting faculty for quality improvement.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Frequent cleaning of campus through all college students by help of NSS and NCC unit.

- Tree planation for green campus

- Pot plantation

- No vehicle Day of 1st Monday of every month

- There is active participation of our management secretary in maintaining eco-friendly campus.

- College has planned for Rainwater Harvesting.

Criterion – VII

7. Innovations and Best Practices

7.1. Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Organise 10 days Yoga Training Camp

- Celebrated Women's Day

- Organised lectures related to Women's health problems and women harassment

- Organised Educational Literacy Rally on 6th September 2017.

- Teachers and students of our college participated in environment cleanness programme

- Organised 7 days special NSS camp at Kanadvadi village for increasing extension activities.

- Active participation of NCC and NSS students in social activities.

- Participated students and teachers actively in Sadbhavana Rally under the implementation of National Voter Awareness Programme.

- Extensive use of ICT

- Cultural department conducted student centric activities like elocution competition, Rangoli competition, Singing Competition etc.

- Wallpaper presentation

- Organised guest lecture on the occasion of Constitution Day

7.2. Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- As per our plan tree plantation of college campus, Kanadwadi village and campus of Swayambhu Ganesh Temple was done successfully.

- One-day workshop on "Earn and Learn" organised by Inner Wheel Club, Miraj and Swayamshiddha Foundation, Kolhapur was organised on 12 Sep 2017.

- Celebrated Constitution Day on 26 November 2017

- Successfully organised 10 days Yoga Camp.

- Two one day workshops ware organised under the lead college scheme.

- As per government directions, 7th September celebrated 'Student Day'.

- Actively participated 'Avishkar Research Competitions' and got 1st prize of University Level and selected State level competition.

- Annual college magazine 'Abhinav' is published in time.

- Continuation of MPSC classes

- Released Sukanya Wall papers on various topics

- A number of faculties actively participated in seminar, conferences, workshops and presented research prepares

- Organised college level annual sport competition

- We celebrated Welcome Day, Republic Day, Teachers Day, Yaga Day, Gurupornima, Childrens Day, Hindi Day, Mental Health Day, Marathi Rajbhasha Din, Vachan Prerana Din,

Sankrit Day, NSS Day, Elocution competition, Birth and death anniversaries of national leaders, Sadbhavana Rally, Sadi Day, Mahahadaga, Rakshabandhan, Womens Day and Sports Day in this year.

- We organised 7 Days NSS Special Camp at village Kanadwadi, 10 days Yoga training camp, Intercollegiate Elocution Competition, Sports Week, Vardhapan Din, Annual Prize Distribution and Gathering.

- Participated in various sports competitions at university and state level

- Department-wise study tours and field visits were organised.

- Feedback mechanism is implemented.

- Established Career Guidance and Counselling Cell separately

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

- Matoshri Purskar

- Shri. Arvindrao Marathe Inter-Collegiate Elocution Competitions

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

- Conducted socio-economic survey in the village of Kanadwadi

- Tree plantation at Swayambhu Ganesh Tample Area, College campus and Kanadwadi village.

- Participated in environment awareness rallies

- Organization of guest lecture on "Environment and Human life".

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths:

- Muslim, Rural, Working Class students

- NCC Unit for only girls

- Good infrastructure

- Best performance in sports

- Computer lab with internet facility

- Good academic results – Rankers, Scholarships

- Gymkhana with fully equipment

- Competitive Examination Coaching Center

- College under 2 (f) and 12 (b)

- Study center of Yashwantrao Chavan Maharashtra Open University, Nashik (Y.C.M.O.U).

- NSS and NCC are best support services

- The department of English, Marathi, Hindi, Economics and Commerce are strong departments, while P.G. departments are having good potential. Good record of rankers.

- Career Guidance and Counselling Cell for students

- Computerised Library and separate study room

- The number of various scholarship holders are satisfactory

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Weaknesses:

- Ratio of Refreshers, Faculty Enhance Programme, Major and Minor research project is not satisfactory.

- Number of functional MoU, Collaboration and linkages is not satisfactory.

- The Center of Competitive Examination needs to be improved.

- The cultural department is needs to be strengthened.

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Opportunities:

- To introduce skill development courses

- To increase the student strength of Competitive Examination Coaching Class

- To register alumni association

- To motivate the M.A., M. Com students for facing the NET-SET examination.

- To strengthened placement cell

- To promote teachers and students for research participation

Challenges to the College/ Threats:

- To increase extra-curricular activities

- To maintain the standard in higher education

- Library can be fully computerised

- To develop the research work by faculty and students

- To create and maintain good infrastructure

- Challenge of innovative teaching and skill development education

- To start skill based short term courses

- Challenge of motivating students to placement

- Challenge of upgrade college website

8. **Plans of institution for next year**

- Plan to register Alumni Association at college level.

- To introduce a systematic feedback system for college development

- To promote students for placement

- To organise workshops on different subjects

- To organise department-wise study tours

- To participate with full preparation in Youth Festival

- To motivate students and teachers to prepare research papers with in their respective subjects

- To motivate the students to participate in social issues and awareness programmes

- To participate and take efforts to achieve success in Avishkar Research Festival of Shivaji University, Kolhapur.

- To create an awareness under environment conservation through different environmental activities

- Organise NSS special camp in the month of December

- Organise College Annual Gathering and prize distribution ceremony in the month of January

- To implement innovative method in teaching and learning process

- To celebrate birth and death anniversaries of national leaders and great personalities as well as different festivals

- To arrange guest lectures for students on various subjects

- Organise inter-collegiate Elocution Completions on 12 February 2019

- To organise annual sports competitions at college level

- To organise 10 days Yoga Training Camp

- To display wallpapers, arrange group discussions

- Tree plantation of different areas

Name   *Mrs. Madhuri U. Deshmukh*   *Name*   *Shri. Raju P. Zhadbuke*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Abhinav Shikshan Mandal's

Kanya Mahavidyalaya, Miraj
Academic Calendar 2017-18

First Term	:	12/06/2017 to 14/10/2017
Diwali Vacation	:	15/10/2017 to 05/11/2017
Second Term	:	06/11/2017 to 30/04/2018

June	July	August	September
- Commencement of first term - Commencement of Admissions - Staff Meeting/ I.Q.A.C. Meeting - International Yoga Day (21st June) 10 Days Yoga Training Camp (12th to 21st June) - Chatrapati Shahu Jayanti (26 June)	- Classroom teaching being with provisional time table - Submission of Annual Teaching Plans - Guru Pornima - Tree plantation at Kanadwadi village and college campus - Welcome of first year students - Lokmanya Tilak Jayanti (23 July) - Selection of students for NCC - Educational Tour	- Classroom teaching being with final time table - Annabhau Sathe Jayanti (1 Aug) - Shravan Sohala - Open Discussion - Independence Day - To Celebrate Rakshabandhan - Sadbhavana Din Rally - National Sports Day - Commerce Department Wallpaper	- Selection of teams and individual for Zonal and Inter Zonal Sports Competitions - Teachers Day - Preparation of Youth festival activities - Literacy Day rally - College Anniversary Day - Sari Day - Hindi day - Lead College Workshop - N.S.S. Day - To celebrate Students Day
October	**November**	**December**	**January**
- Unit tests - Gandhi Jayanti & Cleanliness Program - Mental Health day - Psychology Dept. Wallpaper - Reading Inspiration Day - Field Visits - Seminar of B.A.III & B.Com III students - University Oct/Nov	- Commencement of second term on 06 Nov. - Indian Constitution Day - Meetings of all committees for co-curricular & Extra Curricular Activities - Collection of articles from the students for college magazine	- Organise Alumni Meeting 7 days N.S.S. Special Camp at adopted village Kanadwadi - Dr. Babasaheb Ambedkar Death Anniversary - Staff meeting for preparation Annual Gathering - Economics Department	- Savitribai Fule Jayanti (3rd Jan) - Vivekanad Jayanti - Annual Sports Competitions - Various Competitions - Prize Distribution Ceremony and Annual Gathering - Republic day - Unit tests for 3rd

Examinations ➢ Diwali Vacation	➢ Pandit Jawaharlal Jayanti ➢ Department of Political Science Wallpaper ➢ Diwali vacation start	Wallpaper ➢ Preparation of Avishkar Research Competitions ➢ Lead College Workshop	year student ➢ Meeting of preparation for Intercollegiate Elocution Competitions ➢ Department of Commerce Wallpaper
February	**March**	**April**	**May**
➢ Birthday of Shri. Aravinrao Marathe (Chairman of Regulatory Body, The New Miraj Education Society) ➢ Intercollegiate Elocution Competitions ➢ Publication of Wallpaper by Marathi Department ➢ Marathi Rajbhasha Din ➢ Filling of feedback forms by students ➢ Group discussion, Open Book Tests ➢ Workshop on C.A. & C.S. Course	➢ International Women's Day ➢ Departmental Study Tours & Visits ➢ Farewell of B.A.III/B. Com III/ M.A. II/M. Com II students ➢ Submission of Syllabus completion reports by teachers ➢ University March/April Examinations starts	➢ Dr. Babasaheb Ambedkar Jayanti ➢ Shivaji Maharaj Jayanti ➢ University Examinations ➢ Feedback Analysis ➢ Submission of Teachers Dairy ➢ Summer vacation starts from 01 May ➢ Publish ABHINAV Annual Magazine	➢ Celebration of Maharashtra Day ➢ University Examinations ➢ Summer Vacation ➢ Preparation of College Prospectus

Best Practices 2017-18

I

1. **Title of the practice**

   Matoshri Purskar (Award)

2. **Goal**

   The goal of this practice is to appreciate the achievement of our alumni. Similarly, the appreciation of such alumni ultimately becomes the motive of inspiration for the current students to achieve something in their future life and build their career. One more intention is to establish a bond between the alumni and the current students.

3. **The content**

   Matoshri Purskar was declared and sponsored by the Late Principal, Mr. B.K.Vaidya aftter his mother, Matoshri Smt. Mhalasabai Khanderao Vaidya in 2010 - 11 to felicitate the alumni of the college. One of the past students who has achieved success in her life is felicitated for her contribution in academic, social, political or professional fields.

4. **The Practice**

   The committee suggests various names and presents information about their achievements and after discussion selects one of them. This award is given in Annual Prize distribution ceremony at the hands of the chief guest. The nature of this award is a sari and memento.

5. **Evidence and Success**

   The first award winner was Mrs. Vatsala Vanjari- Khade who works as a teacher who achieved The Maharashtra State Government   Ideal Teacher Award. In the coming years Mrs. Yashodhara Godbole, Asst. Police Commissioner, New Mumbai, Prof. Dr. Mrs. Medini Anjanikar, Prof. Dr. Sunita Rathod, Mrs. Usha Chavan-Patil, Asst. Deputy Commissioner, Dept. Of Charity Commissioner, Mrs. Asmita Ashok Kolhapure, Seles Tax Inspector etc., achieved this award. The Award for cultural

achievement is given to Miss. Shilpa Maindargi, who in spite of being blind by birth, built her career in classical dancing and received various awards.

As per our expectation, Prof. Dr. Medini Anjanikar started the practice of adopting one student who is economically needy and she sponsor all the expenses from the first year to last year of graduation of that student.

6. Problems encountered and resources required

We didn't find any problems in implementation of the above practice. We become successful in implementing this practice.

Best Practices 2017-18

II

1. Title of the practice

Shri. Arvindrao Marathe Inter-Collegiate Elocution Competition

2. Goal

This competition is held to motivate the elocutive skills of the students from various areas of Shivaji University,Kolhapur as well as to provide the platform for the academic discussion on various current topics and problems.

3. The content

Mr. Arvindrao Marathe is a renowned industrialist in Miraj and the motivational force of our institution; he is also the president of our Governing Council. On the occasion of his birth anniversary, 12th February, is celebrated by organising 'Shri. Arvindrao Marathe Inter-Collegiate Elocution Competition'. This competition was started in the year 2011-12.

4. The Practice

This competition was started from the year 2011-12. Every year the committee is formed to organise the competition. The committee held meetings from time to time to plan the working. It discusses and confirms the topics. Then the pamphlets are designed and all the efforts are taken that these pamphlets should be reached to all the colleges under the affiliation of Shivaji University, Kolhapur. All the information regarding topics, date, time, etc. is given in the pamphlet. Similarly, social media, print media and personal contacts are also used to increase the number of participants. The awards are given in the form of cash amount to the first three achievers in the prize distribution ceremony on the same day evening.

5. Evidence and Success

In the initial years we faced certain difficulties concerning the participation but now this practice is well establishing and we get positive and enthusiastic response. Generally, about 50 students participate in the competition every year.

6. Problems encountered and resources required

We have problems to increase the number of participants. We are trying constantly to increase the number of participants by using all the resources like Media and personal contacts.

Feedback Analysis System

A) Feedback from students

The college has very effective feedback mechanism for collecting and analyzing feedbacks from students. Feedbacks of teaching learning curriculum are taken regularly. Evaluation of Teachers by students was carried out for both Art's and Commerce faculty. Committee has prepared an evaluation form which includes general attitude related and subject knowledge related questions. This feedback works as guideline for updating teaching learning techniques and organizing skill development programmes. All faculties take efforts to interact with students in ordered to know their problems and difficulties regarding the syllabus.

Considering the analysis of teachers, Principal gave oral instructions to the concerned teachers to improve their performance. Principal gave guidelines to make teaching process more student-friendly and include extra-curricular activities for overall development of students.

B) Feedback from the Alumni

Feedbacks from the alumni are taken and their suggestions are incorporated with responsible heads. Moreover, one member from alumni is included in the development committee and their suggestions are taken into consideration.

C) Feedback from the Experts

The feedbacks of experts about teaching-learning process are taken and their suggestions about new ideas and concepts are incorporated in practice.